

*Upton Housing Authority*

*October 10, 2018*

*Members Present: Millie Galeone, Rena Richard, Judy McGee*

*Richard Kennedy*

*Member Absent: Linda Jones*

*The meeting came to order at 6 pm*

*Rena Richard read aloud the minutes of the September 2018 meeting.*

*Approval of the September 2018 minutes:*

*Richard Kennedy made a motion to accept the minutes of the September 2018 meeting as amended. Judith McGee seconded the motion. Board voted, all approved, motion passed.*

*Approval of the Accounts Payable Report*

*Judith McGee made a motion to accept the Accounts Payable Report as presented. Rena Richard seconded the motion. Board voted, all approved, motion passed.*

*Business Meeting*

*Unit A#2 rehab still ongoing. Hopeful to have completed by November 1<sup>st</sup>. The floor replacement is scheduled to start the week of October 15<sup>th</sup>.*

*Unit #A9 and #B4 have had the bathroom shower diverter valves replaced.*

*The A & B building exterior door locks have been changed out by Annastas Lock and Safe Co., from Holliston, Ma.*

*The voicemail has been set up along with the answering service.*

*I have completed "Champ" class at the Milford Housing Authority on the new centralized waitlist.*

*New center stairwell to be completed by the end of October.*

*Notice to be sent out to notify tenants that the Upton Housing Authority is in the process of being a nonsmoking facility. I will contact 1-800-QUIT on information to help residents with this transition.*

*Rena Richard made a motion to adjourn the meeting at 6:25 pm. Richard Kennedy seconded the motion; board voted all in favor, motion passed.*

*Next meeting to be held on November 14, 2018*

*Respectfully submitted,*

*Betty Roche*